

# **YEAR 41 CDBG ACTION PLAN CITY OF FITCHBURG**

**Amendment #1 - 12/1/2015**

## **PUBLIC FACILITIES AND IMPROVEMENTS**

### **Sidewalk Accessibility Improvement Project**

**\$10,000**

Summary: Project funds will be used to bring city sidewalks into compliance with ADA requirements. The project involves adding/improving crosswalks and removal of curbs that are obstructing universal access along Water Street between Nashua and Fifth Streets and on South Street near the Hosmer School. Approximately 10 architectural barriers will be removed. Work will be performed by the DPW.

*Performance Measurement: SL-1. The goal of this project is to improve accessibility along Water Street and on South Street by adding/improving crosswalks and removing architectural barriers. The benefit of this project is an increase in opportunities for every individual to safely access public transportation, housing, schools, recreation, government and businesses by making pedestrian walkways universally accessible. It is estimated that 500 people will be served.*

### **Crocker Field Grandstand Roof Restoration Project Phase III**

**\$22,000**

Summary: Project funds will be used for Phase III activities which include replacement of approximately 200 sq ft of cracked and spalling concrete that encases the steel roof support beams, of which a section previously fell from the roof onto the seating area. The Crocker Field Restoration Committee has retained an architect to develop technical specifications. Crocker Field is on the National Register of Historic Places. Matching funds will be provided by the School Department and/or the Crocker Field Restoration Committee.

*Performance Measurement: SL-3. The goal of this project is to improve the recreational and athletic opportunities and amenities available to the populations served by Fitchburg Public Schools. The benefit of this project is the removal of a safety hazard and the preservation of a National Register structure. It is estimated that 5,181 Fitchburg students will be served by this project.*

### **Parks and Playgrounds Improvement Project**

**\$80,000 \$92,338.71**

Summary: Project funds will be used to undertake projects identified on the City's Parks Improvement Plan located in the CDBG Strategy Area. Yr. 41 funds will be used to continue work at Parkhill Park, which includes resurfacing and sealcoating the splashpad. Benches and other features will be repainted and the activation bollard replaced. Any plumbing and electrical

issues identified at that time will be addressed. The demolition of the splashpad will be done by DPW. Remaining work will require outside contractors and will be subject to all applicable procurement laws. The balance of funds will be used to install permanent bike racks at several CDBG eligible parks, and to re-grade and hydro-seed an existing soccer field at Coolidge Park.

*Performance Measurement: SL-3. The goal of this project is the improved recreational opportunities for individuals using city parks. The benefit to users is the provision of safe and secure recreational facilities. It is estimated that 3 public facility projects will be achieved.*

### **Streetscape Improvement**

**\$145,000**

Summary: Project funds will be used to make streetscape improvements to the City's Gateways along Water, River and Main Streets, and help supplement funds from other sources to address smaller projects identified in the area north of Main Street. The scope of work could include: replacement of approximately 1,000 lf of sidewalk and curbing, installation of plantings, fencing, and lighting. Sidewalk improvements in a small section of Cleghorn is included in the scope of work to be performed by DPW. If design services are required, the city will use a consultant under contract with the city.

*Performance Measurement: SL-3. The goal of this project is to remove deteriorated sidewalks at each project location. The benefit of this project is the installation of new accessible sidewalks, which will improve safety, accessibility and aesthetics of city neighborhoods. It is estimated that 1,000lf of sidewalk and curbing will be replaced and 5 public facility projects will be achieved.*

## **TOTAL PUBLIC FACILITIES AND IMPROVEMENTS**

**\$257,000.00**

## **PUBLIC SERVICES**

### **Building Leadership and Inspiring Self-Sufficiency**

**\$56,000**

Summary: Project funds will be used to provide an afterschool youth program, information and referral, food pantry, bi-lingual services to Latino residents, GED, ESL, citizenship, civic & community engagement at the Cleghorn Neighborhood Center (CNC). Funds will be for staff salaries and related administrative costs. The agency operates citywide. It is estimated that 950 (unduplicated) people will be served. CNC is located at 2-18 Fairmount Street. The Youth Center is located at 40 Fairmount Street in Fitchburg.

*Performance Measurement: SL-1. The goal of this project is to provide one stop social services, afterschool program, and Latino I&R services to Fitchburg residents. The benefit of this project is individual skill building in education, employment, finances, social connections, English proficiency and access to resources. It is estimated that 950 people will be served.*

**Drug Enforcement and Patrol Program****\$65,000**

Summary: Project funds will be used to provide for police overtime expenses related to drug investigation activities and foot/motorcycle/bicycle patrols in the CDBG Strategy Area. This project will help alleviate drug activity, violent crime and property crime, which will benefit residents and businesses. Police activities include narcotics investigations, surveillance, undercover buys, search warrant services and arrests.

*Performance Measurement: SL-3. The goal of this project is to reduce drug distribution and crime in CDBG neighborhoods. The benefit of this project will result in safer neighborhoods. It is estimated that 20,186 people will be served.*

**Transportation Services to Afterschool Program****\$18,000**

Summary: Project funds will be used to provide one-way transportation service from Fitchburg schools to the Boys and Girls Club. The schools include: Memorial, South Street, Reingold, Crocker, McKay, Longsjo, Sizer and Fitchburg High School. It is estimated that approximately 1,440 transportation trips will be provided by First Student. This service is for Fitchburg youth between the ages of 8 and 18. It is estimated that 200 Fitchburg youth (unduplicated) will be served. The Club is located at 365 Lindell Street in Leominster.

*Performance Measurement: SL-1. The goal of this project is to provide transportation to Fitchburg students who want to participate in the afterschool program. The benefit to participants is the opportunity to develop life skills within a safe environment. It is estimated that 200 Fitchburg youth will be served and 1,440 one-way transportation trips will be provided.*

**Spartacus Program****\$10,000**

Summary: Project funds will be used to support staff salary and related costs of the YMCA Teen Center Spartacus Program, offering services to at-risk youth between the ages of 13 and 18 who live in Fitchburg. Emphasis will be on Youth Development, Healthy Living and Social Responsibility through physical fitness, team building, life skills training and outdoor activities. It is estimated that 50 youth (unduplicated) will be served. The afterschool program will operate between September and June. The YMCA is located at 55 Wallace Ave in Fitchburg.

*Performance Measurement: SL-1. The goal of this project is to provide services that help build confidence, manage anger and develop coping skills through physical fitness, team building, life skills training and outdoor adventure activities. The benefit of this project is to reduce the number of juvenile offenders while instilling a sense of community in all participants. It is estimated that 50 Fitchburg residents will be served.*

**MIHN Family Housing/Self- Sufficiency Program****\$10,000**

Summary: Project funds will be used to provide emergency housing for homeless families in North Worcester County. Case management services are provided during a resident's stay in the program and follow up services are provided once a family leaves the shelter. It is estimated that 30 families will be served of which an estimated 40% will originate from Fitchburg.

Approximately 300 volunteers from 9 local churches assist in the operation of the program by providing night time meals at the apartments. Funds will be used to support the salary of the Director and the Office Manager. MIHN is renting three apartments to house homeless families. Certification will be required that daily overnight supervision is being provided at the program apartments. The day center and main office are located at 923 Main Street in Fitchburg.

*Performance Measurement: SL-1. The goal of this project is the provision of shelter services to people who are without permanent housing. The benefit of this project is the provision of a safe environment which offers families the time and assistance needed to secure permanent housing and provide case management in the area of employment, day care, health, budgeting, education and parenting skills. It is estimated that 12 Fitchburg families (unduplicated) will benefit from this project.*

**TOTAL PUBLIC SERVICES****\$159,000.00****ECONOMIC DEVELOPMENT****Small Business Technical Assistance Program****\$20,000**

Summary: Project funds will be used to provide outreach and technical assistance to businesses. This program helps leverage loans for small businesses. In addition to serving microenterprises, the CDC may expand its scope to include businesses that have more than five employees. Jobs will be created/retained, businesses counseled, business plans developed and loans leveraged. Funds will be used to pay staff salary. The CDC is located at 470 Main Street.

*Performance Measurement: EO-3. The goal of this project is to assist entrepreneurs in the startup, relocation and/or expansion of microenterprises and small businesses in Fitchburg. The benefit of this project is the promotion of economic development and job creation/job retention. It is estimated that 33 people will be served, 30 businesses will be served and counseled, 37 jobs will be created/retained, 2 loans with a value of \$40,000 will be made, 10 businesses will be trained and 23 business plans will be developed.*

**TOTAL ECONOMIC DEVELOPMENT****\$20,000.00**

## **CLEARANCE ACTIVITIES**

### **Demolition**

**\$29,280.97**

Summary: Project funds will be used to remove abandoned structures in the CDBG strategy area, which pose an imminent threat to public safety and which contribute to slums and blight. It is estimated that 1 building containing up to 3 units will be demolished.

*Performance Measurement: SL-3. The goal of this project is the removal of abandoned and deteriorated structures. The benefit of this project is the improved appearance of neighborhoods and increased public safety. It is estimated that one property with up to 3 units will be demolished.*

### **TOTAL CLEARANCE ACTIVITIES**

**\$29,280.97**

## **REHABILITATION AND PRESERVATION**

### **Board of Health Code Enforcement**

**\$140,000**

Summary: Project funds will be used to pay for two existing full-time BOH Inspector positions and a portion of the part-time Clerk position. Through the enforcement of the State's Sanitary and Building Codes, Fitchburg's housing stock will be greatly improved. To be eligible, this activity must be part of a comprehensive strategy to arrest deterioration, including housing rehab and demolition. Housing units will be inspected in the CDBG strategy area.

*Performance Measurement: DH-3. The goal of this project is to inspect housing units in the CDBG Strategy Area and ensure compliance with State Sanitary and Building Codes. The benefit of this project is the continued availability and accessibility of quality housing stock. It is estimated that 2,000 housing units (duplicated count) will be inspected.*

### **Building Dept. Code Enforcement**

**\$49,000**

Summary: Project funds will be used to pay a portion of one Building Inspector position and a portion of one Clerk position. Through the enforcement of the State's Sanitary and Building Codes, Fitchburg's housing stock will be greatly improved. To be eligible, this activity must be part of a comprehensive strategy to arrest deterioration, including housing rehab and demolition. It is estimated that 1,800 housing units will be inspected in the CDBG strategy area.

*Performance Measurement: DH-3. The goal of this project is to inspect housing units in the CDBG Strategy Area and ensure compliance with State Sanitary and Building Codes. The benefit of this project is the continued availability and accessibility of quality housing stock. It is estimated that 1,800 housing units (duplicated count) will be inspected.*

**Homeowner Rehabilitation Program****\$80,000**

Summary: Project funds will be used to help Fitchburg homeowners of low-moderate income repair/rehab their homes. Activities may include roof repair, window replacement, heating system improvement, plumbing & electrical repairs, and lead abatement. The Housing staff will conduct home inspections, develop specifications and provide cost estimates for the work to be completed. Funds would be offered as a deferred or amortized loan based on the owner's ability to repay the loan at the time of repair. In addition, the city may consider partnering with the CDC or the local University to do some projects north of Main Street for landscaping and façade improvements and referrals may be made by the Elder Home Repair Program.

*Performance Measurement: DH-2. The goal of this project is to assist eligible homeowners to maintain their homes as decent and safe housing. The benefit of this project is the deterrence of homeowners to abandon their homes due to costly repairs and to stabilize neighborhoods. It is estimated that up to 11 housing units will benefit from this program.*

**TOTAL REHABILITATION AND PRESERVATION****\$269,000.00****PLANNING AND ADMINISTRATION****CDBG Administration****\$217,000**

Summary: Project funds will be used to provide for the necessary administration of CDBG programs and sub-recipient contracts in accordance with federal guidelines, including staffing, technical services and planning activities. This also includes grant writing and administration of grant projects, which help leverage several million dollars in additional state and federal grants.

*Performance Measurement: N/A. The goal of this project is to administer the CDBG Program in accordance with regulatory and statutory requirements. The benefit of this project is a more viable urban community with an improved quality of life for all residents, particularly those of low-to-moderate income.*

**TOTAL PLANNING AND ADMINISTRATION****\$217,000.00**

<b>TOTAL RECOMMENDED YEAR 41 CDBG PROGRAM</b>	<b>\$951,280.07</b>
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<b>TOTAL ANTICIPATED FUNDING AVAILABLE</b>	<b>\$951,280.97</b>
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Year 41 Entitlement	\$896,525.00
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Program Income (from prior years)	\$ 17,751.24
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(BOH and Building Dept. Code Enforcement Fees and Misc. Revenue Collected)

Reprogrammed Funds (unused funds from prior years)	\$ 37,004.73
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### **PROGRAM INCOME AND FUND BALANCE**

#### **CDBG Housing Revolving Loan Funds:**

Anticipated Program Income July 1, 2014 – June 30, 2015	\$ 146,008.86
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Anticipated Fund Balance as of June 30, 2015	\$ 12,000.00
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Potential Program Income from July 1, 2015 – June 30, 2016	\$ 144,000.00
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#### **CDBG Business Revolving Loan Funds:**

Anticipated Program Income July 1, 2014 – June 30, 2015	\$ 18,414.26
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Anticipated Fund Balance as of June 30, 2015	\$ 40,000.00
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Potential Program Income July 1, 2015 – June 30, 2016	\$ 15,920.76
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#### **Other Program Income**

Anticipated Program Income July 1, 2014 – June 30, 2015	\$ 25,097.19
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Potential Program Income July 1, 2015 – June 30, 2016	\$ 30,000.00
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### **Amendment 12/1/15**

1. Transfer unspent funds from Yr. 40 Board of Health in the amount of \$12,338.71 to Yr. 41 Parks and Playground. Funds will be used to submit the necessary documents to the state Department of Environmental Protection, to close out the environmental issues at Coolidge Park.

**Fitchburg-Leominster Consortium  
Proposed Year 41 HOME Action Plan**

**Anticipated Year 41 HOME Formula Grant**

Anticipated HOME Consortium funding for Year 41 Program	\$ 328,611.00
Estimated HOME Program Match (25% of CHDO Set Aside and Homeowner Assistance)	\$ 73,937.48

**Use of Funds**

HOME Program Administration (10%)	\$ 32,861.10
CHDO Set Aside (15%) (DH-2)	\$ 49,291.65
Homeowner and Rental Assistance (75%) (DH-2)	\$ 246,458.25

**HOME Program Income and Fund Balance**

Anticipated Program Income July 1, 2014 – June 30, 2015	\$ 57,600.00
Anticipated Fund Balance as of June 30, 2015	\$ 5,000.00
Potential Program Income July 1, 2015 – June 30, 2016	\$ 69,600.00

The complete Consolidated Plan, compiled for a five year period beginning Year 37 through Year 41 and the proposed Year 41 Action Plan for CDBG and HOME may be reviewed at the Community Development Department, located at 610 Main Street, Fitchburg, MA., Monday – Friday, 8:30a.m. to 4:30p.m.

Public comments on the proposed Year 41 Action Plan will be accepted for thirty days from the date of this notice, or up through April 28, 2015, whichever is later. Send written comments to the Community Development Department, Fitchburg City Hall, 166 Boulder Drive, Fitchburg, MA. 01420. A public hearing on the proposed Action Plan will be held on Tuesday, April 28, 2015 at 5:00p.m. in the Fitchburg Public Library Heritage Room, 610 Main Street, Fitchburg, MA.